

Message

From: Ruelas, Cynthia [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=A7E251B9DBB24D308D1FA3B219F6AA52-CRUELAS]
Sent: 9/21/2018 11:05:49 PM
To: Gross, Barbara [gross.barbara@epa.gov]
Subject: Work at home tasks on 9/21/2018

Hello Barbara,

Here is a list of work at home tasks completed today, 9/21/2018:

- Reached out to various PMs and asked them for PCB active site addresses for a task that Karen Irwin is working on with Nicole Moutoux. Karen Irwin told me that Steve Armann told her to coordinate with me on obtaining this information, which is why I began working on this task. I still have to hear back from several other PMs, and have until Wednesday, when Karen Irwin gets back in the office, to get all this information together.
- Created a spreadsheet for Karen Irwin with the information that I have gathered so far so that she can do a simple upload with the data on Google Earth.
- Responded to Karen Scheuermann regarding timing on Greener Cleanups presentation to various staff at the Port of LA, and status update on activities taking place at Wilmington Marine Services, and when would be an appropriate time to discuss BMPs with staff.
- Organized table with TSCA approvals using the format that Steve Armann preferred, and consolidated information from various sources to get this done.
- Updates to approval tracking based on site info provided by Steve Armann.
- Began tabulating the laboratory data with PCB results for Matt Plate and Sara Ziff for 825/835 Industrial Rd. I downloaded 200 MB of data from Ramboll's ftp site, and began sorting through it and tabulating some of the data.

Thanks,
Cynthia

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